

OFFICE OF AUDITOR OF STATE

STATE OF IOWA

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FOR RELEASE April 30, 2013 Contact: Andy Nielsen 515/281-5834

Auditor of State David A. Vaudt today released an audit report on the Delaware County Solid Waste Disposal Commission.

The Commission had total receipts of \$86,869 during the year ended June 30, 2012, a 71% decrease from the prior year. The receipts included county and city assessments of \$43,743 and interest on investments of \$29,727.

Disbursements for the year totaled \$163,112, a 56% decrease from the prior year, and included \$100,394 for the excess funds distribution program, \$25,222 for landfill improvements and \$24,476 for insurance.

The significant decrease in receipts and disbursements from fiscal year 2011 to fiscal year 2012 is due to the Lake Delhi flood cleanup which occurred in fiscal year 2011.

A copy of the audit report is available for review in the Delaware County Assessor's Office, in the Office of Auditor of State and on the Auditor of State's web site at http://auditor.iowa.gov/reports/1214-2325-B00F.pdf.

DELAWARE COUNTY SOLID WASTE DISPOSAL COMMISSION

INDEPENDENT AUDITOR'S REPORTS FINANCIAL STATEMENT OTHER INFORMATION SCHEDULE OF FINDINGS

JUNE 30, 2012

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Officials

<u>Name</u>	<u>Title</u>	Representing
Dan Stelken	Chairperson	City of Manchester
D. J. Hucker	Vice Chairperson	City of Hopkinton
Shirley Helmrichs Jeff Madlom Jerry Ries Mike Corcoran Barb Robinson Bill Alden Terry Harbach Bob Nefzger Rich Newman Richard Sampson	Member	Delaware County Delaware County Delaware County City of Ryan City of Dundee City of Masonville City of Delhi City of Delaware City of Strawberry Point City of Colesburg
Mike Schmitz Bruce Hemann Dan Wheeler Deanna McCusker	Member Member Member Member Secretary/Treasurer	City of Greeley City of Edgewood City of Earlville



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<u>Independent Auditor's Report</u>

To the Members of the Delaware County Solid Waste Disposal Commission:

We have audited the accompanying financial statement of the Delaware County Solid Waste Disposal Commission as of and for the year ended June 30, 2012. This financial statement is the responsibility of the Commission's management. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As described in Note 1, this financial statement is prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the cash basis financial position of the Delaware County Solid Waste Disposal Commission as of June 30, 2012, and the changes in its cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated April 17, 2013 on our consideration of the Delaware County Solid Waste Disposal Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the Delaware County Solid Waste Disposal Commission's basic financial statement. Management's Discussion and Analysis on pages 6 through 8 is presented for purposes of additional analysis and is not a required part of the financial statement. The information has not been subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we do not express an opinion or provide any assurance on it.

DAVID A. VAUDT, CPA Auditor of State WARREN G. JENKINS, CPA Chief Deputy Auditor of State

April 17, 2013

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Delaware County Solid Waste Disposal Commission provides this Management's Discussion and Analysis of its financial statement. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2012. We encourage readers to consider this information in conjunction with the Commission's financial statement, which follows.

2012 FINANCIAL HIGHLIGHTS

- The Commission's operating receipts decreased 78%, or \$201,651, from fiscal year 2011 to fiscal year 2012. This decrease was primarily due to County reimbursements for Lake Delhi flood cleanup in fiscal year 2011. There were no reimbursements for flood cleanup in fiscal year 2012. Excluding flood cleanup receipts, operating receipts increased 2%, or \$883, from fiscal year 2011 to fiscal year 2012.
- ♦ The Commission's operating disbursements decreased 85%, or \$208,928, from fiscal year 2011 to fiscal year 2012. Excluding Lake Delhi flood cleanup disbursements, operating disbursements decreased 15%, or \$6,394, from fiscal year 2011 to fiscal year 2012.
- ♦ The Commission's cash basis net assets decreased 6%, or \$76,243, from June 30, 2011 to June 30, 2012.

USING THIS ANNUAL REPORT

The Commission has elected to present its financial statement on the cash basis of accounting. The cash basis of accounting is a basis of accounting other than U.S. generally accepted accounting principles. Basis of accounting refers to when financial events are recorded, such as the timing for recognizing revenues, expenses and the related assets and liabilities. Under the Commission's cash basis of accounting, revenues and expenses and the related assets and liabilities are recorded when they result from cash transactions.

As a result of the use of the cash basis of accounting, certain assets and their related revenues and liabilities and their related expenses are not recorded in this financial statement. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

The annual report is presented in a format consistent with the presentation of Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the cash basis of accounting.

This discussion and analysis are intended to serve as an introduction to the financial statement. The annual report consists of the financial statement and other information, as follows:

- Management's Discussion and Analysis introduces the financial statement and provides an analytical overview of the Commission's financial activities.
- The Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets presents information on the Commission's operating receipts and disbursements, non-operating receipts and disbursements and whether the Commission's cash basis financial position has improved or deteriorated as a result of the year's activities.
- The Notes to Financial Statement provide additional information essential to a full understanding of the data provided in the financial statement.

FINANCIAL ANALYSIS OF THE COMMISSION

Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

The purpose of the statement is to present the receipts received by the Commission and the disbursements paid by the Commission, both operating and non-operating. The statement also presents a fiscal snapshot of the Commission's cash balance at year end. Over time, readers of the financial statement are able to determine the Commission's cash basis financial position by analyzing the increase and decrease in cash basis net assets.

Operating receipts are received from assessments to members and for tonnage fees from the Dubuque Metropolitan Area Solid Waste Agency. Operating disbursements are disbursements paid to operate the landfill. Non-operating receipts are for interest on investments. Non-operating disbursements are for the excess funds distribution program and landfill improvements. A summary of cash receipts, disbursements and changes in cash basis net assets for the years ended June 30, 2012 and June 30, 2011 is presented below:

Changes in Cash Basis Net Assets				
		Year ended June 30,		
		2012	2011	
Operating receipts:				
County assessments	\$	24,547	24,547	
City assessments		19,196	21,731	
Tonnage fees from the Dubuque				
Metropolitan Area Solid Waste Agency		13,399	9,981	
County reimbursement for Lake Delhi flood cleanup		-	202,534	
Total operating receipts		57,142	258,793	
Operating disbursements:				
Insurance		24,476	24,293	
Engineering services		8,719	14,298	
Audit and legal fees		2,585	2,679	
Lake Delhi flood cleanup		-	202,534	
Other		1,716	2,620	
Total operating disbursements		37,496	246,424	
Excess of operating receipts over				
operating disbursements		19,646	12,369	
Non-operating receipts (disbursements):				
Interest on investments		29,727	41,407	
Landfill improvements		(25,222)	(27,267)	
Excess funds distribution program		(100,394)	(100,394)	
Net non-operating receipts (disbursements)		(95,889)	(86,254)	
Change in cash basis net assets		(76,243)	(73,885)	
Cash basis net assets beginning of year	1	,223,291	1,297,176	
Cash basis net assets end of year	\$ 1	,147,048	1,223,291	

In fiscal year 2012, operating receipts decreased \$201,651, or 78%, and operating disbursements decreased \$208,928, or 85%. The decrease for both operating receipts and operating disbursements was due to the Lake Delhi flood cleanup overseen by the Commission in fiscal year 2011. In July 2010, the Lake Delhi dam failure caused significant damage to the Delaware County area and the Delaware County Board of Supervisors approved the Delaware County Solid Waste Disposal Commission to oversee the cleanup. \$202,534 of labor and trucking costs were incurred by the Commission and were reimbursed by Delaware County in fiscal year

2011. There were no reimbursements for flood cleanup in fiscal year 2012. Excluding the Lake Delhi flood cleanup, operating receipts in fiscal year 2012 increased \$883, or 2%, from fiscal year 2011, primarily due to the Commission receiving more tonnage fees from the Dubuque Metropolitan Area Solid Waste Agency. Excluding the Lake Delhi flood cleanup, fiscal year 2012 operating disbursements decreased \$6,394, or 15%, from fiscal year 2011. This decrease was primarily due to a decrease in engineering disbursements.

ECONOMIC FACTORS

The Delaware County Solid Waste Disposal Commission's financial position did not improve during the current fiscal year. This was primarily due to the Commission's decisions to stabilize members' fees and return excess funds to the city members and Delaware County. The current condition of the economy in the state continues to be a concern for Commission officials. Some of the realities that may potentially become challenges for the Commission to meet are:

- Facilities and equipment require constant maintenance and upkeep. The 30-year responsibility for our closed landfill is still a long-term concern.
- ♦ Technology continues to expand and current technology becomes outdated, presenting an on going challenge to maintain up to date technology at a reasonable cost.

The Commission anticipates the current fiscal year will be much like the last and will maintain a close watch over resources to maintain the Commission's ability to react to unknown issues.

CONTACTING THE COMMISSION'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers and creditors with a general overview of the Commission's finances and to show the Commission's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Delaware County Solid Waste Disposal Commission by mail at PO Box 574 Strawberry Point, IA 52076-0279 or by telephone at 563-933-4482.



Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

As of and for the year ended June 30, 2012

Operating receipts:		
County assessments	\$	24,547
City assessments		19,196
Tonnage fees from the Dubuque		
Metropolitan Area Solid Waste Agency		13,399
Total operating receipts		57,142
Operating disbursements:		
Insurance		24,476
Engineering services		8,719
Audit and legal fees		2,585
Supplies		108
Miscellaneous		1,608
Total operating disbursements		37,496
Excess of operating receipts over operating disbursements		19,646
Non-operating receipts (disbursements):		
Interest on investments		29,727
Landfill improvements		(25,222)
Excess funds distribution program		(100,394)
Net non-operating disbursements		(95,889)
Change in cash basis net assets		(76,243)
Cash basis net assets beginning of year		1,223,291
Cash basis net assets end of year	\$	1,147,048
Cash Basis Net Assets Restricted for:		
Closure and postclosure care	\$	819,485
Solid waste tonnage fees		87,794
Total restricted cash basis net assets	_	907,279
Unrestricted		239,769
Total cash basis net assets	\$	1,147,048

Notes to Financial Statement

June 30, 2012

(1) Summary of Significant Accounting Policies

The Delaware County Solid Waste Disposal Commission was formed in 1989 pursuant to the provisions of Chapter 28E of the Code of Iowa. The Commission is a joint sanitary waste disposal project for all persons and property within the boundaries of the political subdivisions represented.

The Commission is composed of one representative from participating cities and three representatives from Delaware County. The representative of a city shall be a member of the City Council of that city, appointed and certified to the Commission by the Mayor with the approval of the City Council. The representatives of the County shall be the members of the Board of Supervisors.

The member cities are: Manchester, Dundee, Masonville, Ryan, Earlville, Edgewood, Greeley, Colesburg, Hopkinton, Delhi, Delaware and Strawberry Point.

The landfill operated by the Commission closed December 31, 2000 and private haulers now take waste to the Dubuque Metropolitan Area Solid Waste Agency for disposal.

A. Reporting Entity

For financial reporting purposes, the Delaware County Solid Waste Disposal Commission has included all funds, organizations, agencies, boards, commissions and authorities. The Commission has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the Commission are such that exclusion would cause the Commission's financial statement to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the Commission to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the Commission. The Commission has no component units which meet the Governmental Accounting Standards Board criteria.

B. Basis of Presentation

The accounts of the Commission are organized as an Enterprise Fund. Enterprise Funds are utilized to finance and account for the acquisition, operation and maintenance of governmental facilities and services supported by user charges.

Enterprise Funds distinguish operating receipts and disbursements from nonoperating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with an Enterprise fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

C. Basis of Accounting

The Commission maintains its financial records on the basis of cash receipts and disbursements and the financial statement of the Commission is prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items, including the estimated payable for closure and postclosure care costs. Accordingly, the financial statement does not present the financial position and results of operations of the Commission in accordance with U.S. generally accepted accounting principles.

D. Net Assets

Funds set aside for payment of closure and postclosure care and solid waste tonnage fees are classified as restricted.

(2) Cash and Investments

The Commission's deposits in banks at June 30, 2012 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The Commission is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Commission; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The Commission had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 3, as amended by Statement No. 40.

(3) Closure and Postclosure Care Costs

To comply with federal and state regulations, the Commission is required to complete a monitoring system plan and a closure/postclosure care plan and to provide funding necessary to effect closure and postclosure care, including the proper monitoring and care of the landfill after closure. Environmental Protection Agency (EPA) requirements have established closure and thirty-year care requirements for all municipal solid waste landfills that receive waste after October 9, 1993. State governments are primarily responsible for implementation and enforcement of those requirements and have been given flexibility to tailor requirements to accommodate local conditions that exist. The effect of the EPA requirement is to commit landfill owners to perform certain closing functions and postclosure monitoring functions as a condition for the right to operate the landfill in the current period. The EPA requirements provide when a landfill stops accepting waste, it must be covered with a minimum of twenty-four inches of earth to keep liquid away from the buried waste. Once the landfill is closed, the owner is responsible for maintaining the final cover, monitoring ground water and methane gas, and collecting and treating leachate (the liquid that drains out of waste) for thirty years.

Governmental Accounting Standards Board Statement No. 18 requires landfill owners to estimate total landfill closure and postclosure care costs and recognize a portion of these costs each year based on the percentage of estimated total landfill capacity used that year. Estimated total costs consist of four components: (1) the cost of equipment and facilities used in postclosure monitoring and care, (2) the cost of final cover (material and labor), (3) the cost of monitoring the landfill during the postclosure period and (4) the cost of any environmental cleanup required after closure. Estimated total cost is based on the cost to purchase those services and equipment currently and is required to be updated annually for changes due to inflation or deflation, technology, or applicable laws or regulations.

The total costs for the Commission as of June 30, 2012 have been estimated at \$518,200 for postclosure care. The Commission has restricted \$819,485 of certificates of deposit as of June 30, 2012 for such purposes.

(4) Excess Funds Distribution Program

The Commission determines fees to be paid by its members based on estimated operating costs and future closure and postclosure care costs. In 2000, the Commission decided not to open a new landfill when the current landfill was full and to sell its recycling center. As a result of these decisions and revised estimates for closure and postclosure care costs, the Commission determined it had collected approximately \$1.0 million in excess funds from its members. During fiscal year 2004, the Commission decided to return approximately \$1.0 million to its members over a ten year period. The amount returned to each member is prorated based on each member's fiscal year 2002 and 2003 contributions. As of June 30, 2012, \$903,546 of excess funds has been distributed to members.

The Commission continues to collect fees to monitor the landfill postclosure process and to ensure the Commission remains in a sound financial position.

(5) Solid Waste Tonnage Fees Retained

The Commission has established an account for restricting and using solid waste tonnage fees retained by the Commission. At June 30, 2012, the unspent amount retained by the Commission and restricted for the required specific purposes totaled \$87,794.

(6) Risk Management

The Commission is exposed to various risks of loss related to torts; theft, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. The Commission assumes liability for any deductibles and claims in excess of coverage limitations.

(7) Salary Reimbursements to Delaware County

Delaware County processes the payroll for the employees of the Commission. The Commission then reimburses the County for the wages and benefits paid through the County's payroll system. During the year ended June 30, 2012, the County did not bill the Commission for any salary reimbursements paid through the County's payroll system.



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Independent Auditor's Report on Internal Control
over Financial Reporting and on Compliance and Other Matters
Based on an Audit of a Financial Statement Performed in Accordance with
Government Auditing Standards

To the Members of the Delaware County Solid Waste Disposal Commission:

We have audited the accompanying financial statement of the Delaware County Solid Waste Disposal Commission as of and for the year ended June 30, 2012, and have issued our report thereon dated April 17, 2013. Our report expressed an unqualified opinion on the financial statement which was prepared in conformity with an other comprehensive basis of accounting. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

The management of the Delaware County Solid Waste Disposal Commission is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Delaware County Solid Waste Disposal Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing our opinion on the effectiveness of the Delaware County Solid Waste Disposal Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Delaware County Solid Waste Disposal Commission's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance all deficiencies, significant deficiencies or material weaknesses have been identified. However, as described in the accompanying Schedule of Findings, we identified a deficiency in internal control over financial reporting we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the Commission's financial statement will not be prevented or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings as item (A) to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Delaware County Solid Waste Disposal Commission's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards.

Comments involving statutory and other legal matters about the Commission's operations for the year ended June 30, 2012 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statement of the Commission. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

The Delaware County Solid Waste Disposal Commission's written response to the finding identified in our audit is described in the accompanying Schedule of Findings. While we have expressed our conclusion on the Commission's response, we did not audit the Delaware County Solid Waste Disposal Commission's response and, accordingly, we express no opinion on it.

This report, a public record by law, is intended solely for the information and use of the members and customers of the Delaware County Solid Waste Disposal Commission and other parties to whom the Commission may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Delaware County Solid Waste Disposal Commission during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

DAVID A. VAUDT, CPA Auditor of State

April 17, 2013

WARREN G. JENKINS, CPA Chief Deputy Auditor of State

Schedule of Findings

Year ended June 30, 2012

Finding Related to the Financial Statement:

INTERNAL CONTROL DEFICIENCY:

(A) <u>Segregation of Duties</u> – One important aspect of internal control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. The cash receipts listing, bank deposits, posting of the cash receipts to the cash receipts journal, check writing, signing and mailing functions, bank reconciliations and recording of investments are all done by the same person.

<u>Recommendation</u> – We realize segregation of duties is difficult with a limited number of office employees. However, the Commission should review its control procedures to obtain the maximum internal control possible under the circumstances utilizing currently available staff, including Commission officials.

<u>Response</u> – The Commission will continue to review all of the financial documents and approve at meetings.

Conclusion - Response accepted.

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

Schedule of Findings

Year ended June 30, 2012

Findings Related to Required Statutory Reporting:

- (1) <u>Questionable Disbursements</u> No disbursements we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25,1979 were noted.
- (2) <u>Travel Expense</u> No disbursements of Commission money for travel expenses of spouses of Commission officials or employees were noted.
- (3) <u>Commission Minutes</u> No transactions were found that we believe should have been approved in the Commission minutes but were not.
- (4) <u>Deposits and Investments</u> No instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the Commission's investment policy were noted.
- (5) <u>Solid Waste Fees Retainage</u> No instances of non-compliance with the solid waste fees in accordance with Chapter 455B.310 of the Code of Iowa were noted.
- (6) <u>Financial Assurance</u> The Commission has chosen to designate a portion of its balance to demonstrate financial assurance for closure and postclosure care as provided in Chapter 111.6(8) of the Iowa Administrative Code. The calculation is made as follows:

Total estimated costs for closure and postclosure care \$\frac{\$518,200}{\$}\$

Amount Commission has restricted and reserved for closure and postclosure care \$\frac{\$819,485}{\$}\$

Staff

This audit was performed by:

Ernest H. Ruben Jr., CPA, Manager Russell G. Jordan, CPA, Staff Auditor

> Andrew E. Nielsen, CPA Deputy Auditor of State